



CITY OF PLEASANT HILL

PHONE (925) 671-5209
FAX (925) 682-9327

www.ci.pleasant-hill.ca.us

100 Gregory Lane
Pleasant Hill, CA 94523

TREE REMOVAL SUBMITTAL REQUIREMENTS

The submittal information shall be provided to the community development department. All submittal information shall be presented along with the community development application form, and any additional information required by the community development department before the application can be accepted as complete.

Size limit: Plans should be no larger than 8-1/2" x 11".

SUBMITTAL REQUIREMENTS:

**Number
Of
Copies**

- | | | |
|---|--------------------------|---|
| 1 | <input type="checkbox"/> | 1. Application form - completed and signed. |
| 1 | <input type="checkbox"/> | 2. Fee – see most current Master Fee Schedule. |
| 1 | <input type="checkbox"/> | 3. Site Plan/Tree Removal and Replacement Plan - indicating the subject parcel(s), adjacent streets and location of proposed tree(s) to be removed and location of tree replacement (see sample) |
| 1 | <input type="checkbox"/> | 4. Arborist (Tree Condition Evaluation) Report - an independent report by a certified arborist. (see sample) |
| 1 | <input type="checkbox"/> | 5. Site photographs - (Polaroid is acceptable) to clearly show the views of the affected tree and surrounding areas near the tree (including adjacent structures, trees, etc.) |



APPLICATION FOR DEVELOPMENT REVIEW CITY OF PLEASANT HILL

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I. CHECK TYPE OF PERMIT(S) REQUESTED

- | | | |
|---|--|---|
| <input type="checkbox"/> General Plan Amendment | <input type="checkbox"/> Rezoning | <input type="checkbox"/> Zoning Permit |
| <input type="checkbox"/> Use Permit | <input type="checkbox"/> Minor Use Permit | <input type="checkbox"/> Temporary Use Permit |
| <input type="checkbox"/> Variance | <input type="checkbox"/> Minor Variance | <input type="checkbox"/> Home Occupation |
| <input type="checkbox"/> Secondary Unit | <input type="checkbox"/> Development Plan | <input type="checkbox"/> Sign |
| <input type="checkbox"/> Architectural Review | <input checked="" type="checkbox"/> Tree Removal | <input type="checkbox"/> Other _____ |

II. GENERAL DATA

- A. Address of Property _____
- B. Assessor's Parcel Number(s) _____
- C. Zoning _____
- D. Existing Use _____
- E. Description of Project or Request _____
- _____
- _____
- _____
- _____

III. AUTHORIZATION

In signing this application, I, as owner and/or as applicant, represent to have full legal capacity to, and hereby do authorize the filing of this application. If this application has not been signed by the property owner, attached is separate documentation of full legal authority to file this application. I agree to be bound by the conditions of approval of this application, subject only to the right to object at the hearing or during the appeal period. I further certify that the information and exhibits submitted are true and correct.

A. Property Owner

Name	_____	Phone	_____
Address	_____	Fax	_____
	_____	Email	_____
Signature	_____	Date	_____

B. Applicant other than Property Owner

Name	_____	Phone	_____
Address	_____	Fax	_____
	_____	Email	_____
Signature	_____	Date	_____

C. Authorized Agent

Company	_____	Contact/Title	_____
Address	_____	Phone/Fax	_____
	_____	Email	_____
Signature	_____	Date	_____

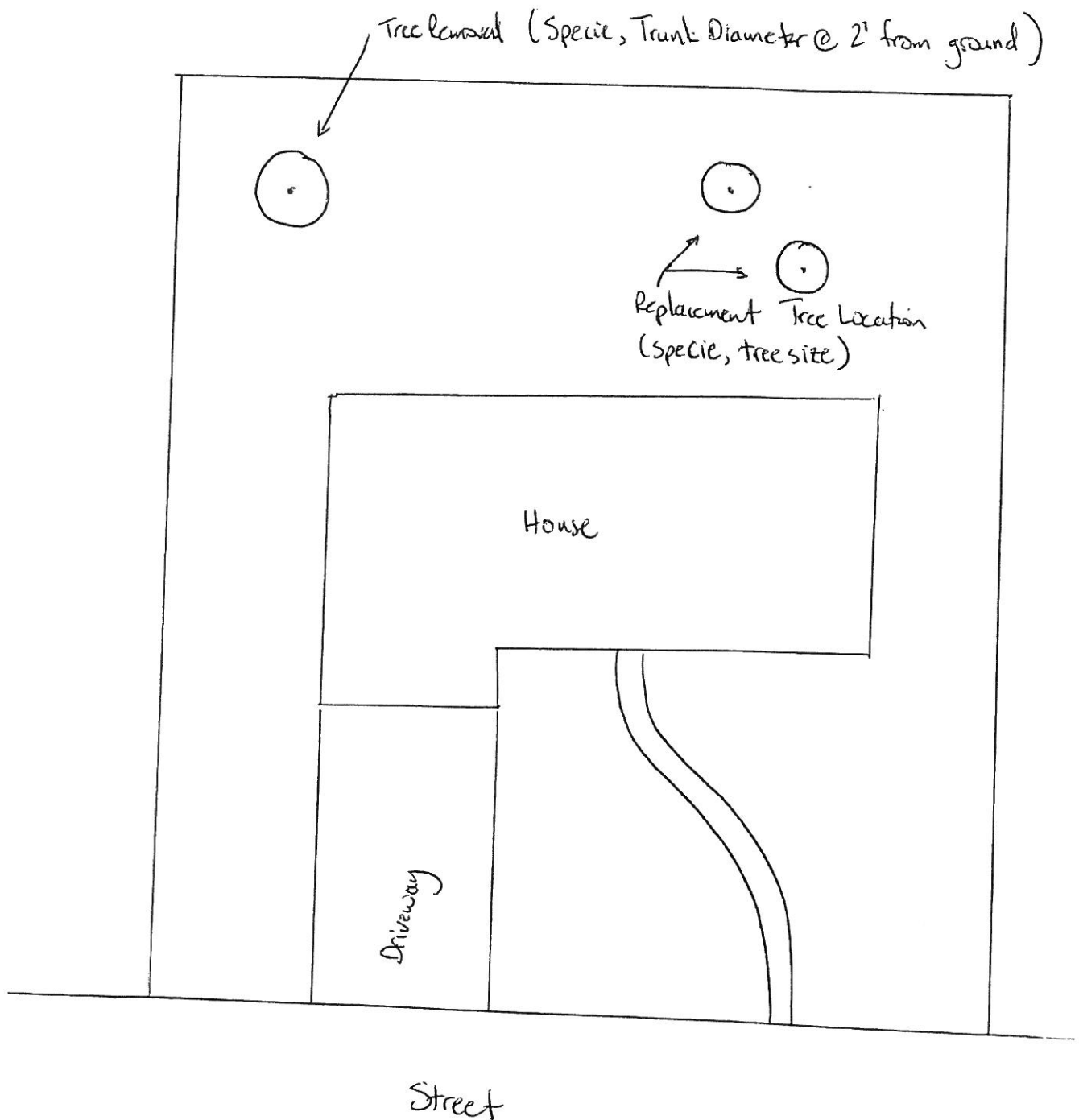
TO BE COMPLETED BY STAFF

APPLICATION TITLE

APPLICATION NUMBER

APPLICATION RECEIVED BY

Sample Tree Removal + Replacement Site Plan



Sample Arborist Report

Arborist Company Letterhead/Logo

Applicant Name
Site Address

Re: Request for Tree Removal Permit

Dear

The following letter addresses the information required by the City of Pleasant Hills tree protection ordinance regarding the desired removal of a "Protected Tree". Per the ordinance, non indigenous trees that are over 24" in diameter, measured at 24" above grade, require an arborist assessment prior to obtaining a permit to remove.

Observations

The Coast Redwood, *Sequoia sempervirens*, that you desire to remove, is located at the left front corner of your residence between your's and your neighbors homes. The tree is in good health and is vigorously growing. The trunk diameter measures 26" at 24" above grade, and is considered a "Protected Tree."

The current canopy extends over the roofs of both homes, and is within 3' of your foundation and the neighbors fencing. The neighbors fence has been lifted by the buttress roots and the gate is tweaked in an angle.

Your concerns of this tree being the wrong choice for this location are well founded, as the tree is still very young and could easily double in size over time. While the fencing could be creatively repaired, the nearby foundation will still be at risk to the buttress flair.



Address

Opinions

While this is a nice specimen, your concerns for this redwood are legitimate. When planting, homeowners often neglect to consider how fast and large redwoods grow, and place them in a confined space. It is my opinion that this tree is inappropriate for this confined space and will likely be problematic to foundations and nearby hardscapes in the future. For this reason I feel the removal of this redwood is a prudent choice.

Thank you for the opportunity to provide you with this letter, and please feel free to call if you have any questions or concerns.

Sincerely,

Arborist Name
Certification/License #